

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Bramhope Village Hall
held on 25th April 2018 at 7.30pm

PRESENT

Chairman: Simon Cooper

Councillors : Alan Anslow, Diane Fox, Hilary Harris, John Howard, Rob Haswell, David Bryant, Martin Fogel, Marion Rider, Nicola Woodward (Clerk)

68/18

1. **Public Participation**

There no members of the public present.

69/18

2. **To receive apologies**

Cllr Amanda Lawrence, Billy Flynn and Anna Hollings

70/18

3. **Declarations of disclosable pecuniary interest or other interests**

There were no declarations of interest.

71/18

4. **To confirm the minutes of the meeting held on 28th March 2018**

The minutes for the 28th March 2018 were PROPOSED as a true record by Cllr Bryant and seconded by Cllr Fox and AGREED by ALL.

72/18

5. **To Receive a report from the Neighbourhood Police Team**

In the last 30 days 6 crimes have been reported.

There have been three burglaries, all presumed to be the same perpetrators, at the first two properties nothing was taken as the perpetrators were disturbed by the householders. At the third property car keys were taken and the householders vehicle was stolen.

There have been two thefts from vehicles, one in Golden Acre Park Car Park, a bag left in full view on the front seat was taken, and one at the Britannia Hotel where the central console was removed from the vehicle.

A trailer has also been stolen. The Clerk commented that a part of what was possibly a trailer had been fly- tipped over the cemetery wall into the neighbouring farmers field, which the farmer has now removed. The Police will check the description of the trailer and follow up with the farmer if it appears to be the same one.

73/18

6. **To receive information on the ongoing issues**

6.1 To receive an update on the sale of Parish Council land

Both contracts have now been received, signed and returned to the solicitor. The sale should be completed shortly.

6.2 To receive an update regarding a request from the British Legion to sponsor a Silent Soldier

The British Legion has confirmed that the Silent Soldier scheme is not now going ahead. The Legion will be concentrating on its Thank You event this year which covers thanking those who went to fight for our freedom and paid the supreme sacrifice. There is no further action required by the Parish Council.

74/18

7. **Chairs Report**

The Chair informed the meeting that he would not be present at the next meeting. The Vice Chair will also be absent. Cllr Howard agreed to chair the meeting.

The election of a Chair, nomination for Vice Chair and membership of Committees is determined at the May meeting. Absent Councillors can be nominated for the position of Chair and Vice Chair in their

absence, but are not able to vote in their absence. Cllr Cooper stated that he would be happy to continue as Chair should he be nominated. Cllr Harris stated that she would be happy to continue as Vice Chair if she be nominated.

75/18

8. Clerks Report

The Clerk reminded Councillors that at the May meeting membership of the Parish Council's Committees is reviewed and asked that Councillors consider which Committees they wish to be a member of for the forthcoming year. Cllrs Harris and Cooper indicated that they would like to remain on the same committees for next year.

A national pay award for Clerks and employees of Parish Councils employed under the terms of a NALC contract has been agreed and will take effect from 1st April 2018.

76/18

9. Correspondence

- 9.1** PCC Newsletter April 2018
This was added to the agenda in error. There was no PCC Newsletter distributed in April.

77/18

10. 10.1 To agree the Agenda and presenters for the Annual Parish Meeting

A discussion took place regarding the draft agenda for the Annual Parish Meeting. Some changes were made. It was AGREED that Cllr Flynn will take the agenda item regarding Parish Council activities over the past 12 months, Cllr Harris will speak about plans for the next 12 months, Cllr Rider will give an update on behalf of the Village Hall. The Chair will introduce the various organisations that will be in attendance and encourage residents to speak to any of the organisations that may be of interest to them. Representatives from the Police, Bramhope in Bloom, Dementia Friendly, Bramhope Good Neighbours Scheme, Bramhope Scout Camp, Headingley & Bramhope Cricket Club, West Park Rugby Club have been invited to attend and have a display if they wish. The Clerk will distribute the amended agenda and powerpoint slides.

10.2 To agree the budget for the Annual Parish Meeting

The budget for printing, room hire and refreshments for the Annual Parish Meeting was AGREED by ALL.

78/18

11. To receive an update on the Events/Summer Festival Schedule for 2018

All events for the Summer Festival have now been finalised and the leaflet produced. Leaflets will be distributed with the newsletters or shortly after the newsletters, depending upon the deliverers. Thanks to Cllr Howard for arranging the leaflets so quickly. Cllr Harris will apply for the licenses for the two events being organised by the Parish Council. Details of how to purchase tickets etc are on the leaflet.

78/18

12. Personnel Working Party Report

There was no report from the Personnel Working Party.

79/18

13. Planning & Enforcement

13.1 Enforcement issues

There were no new enforcement issues reported.

13.2 Update on the development at Breary Lane East

Cllr Fox indicated that the archaeologists who have been exploring the site will return to do further explorations in the area of the access road to the site.

13.3 To discuss and agree comment regarding a proposal by LCC to extend parking restrictions on Church Hill

A discussion took place regarding a proposal from LCC to extend parking restrictions on

Church Hill in two areas. The Parish Council will make no comment on the proposed extension to the existing double yellow lines, in front of St Giles Church boundary line, which are now proposed to end on the boundary with 16 Church Hill.

The Parish Council will object to the proposed second set of lines which extends from the driveway for Back Cottage to the boundary of 8 Church Hill.

This was AGREED by ALL.

80/18

14. Village Maintenance Committee Report

14.1 To accept the minutes of the meeting held on 3rd April 2018

There was one amendment to the draft minutes – Cllr Anslow appeared on the list of present Councillors, this was incorrect. Following the amendment the minutes of the meeting held on 6th March were PROPOSED as a true record by Cllr Fox and seconded by Cllr Harris and ACCEPTED by all.

A discussion took place regarding communication between the Cricket Club and Cllr Howard. The Cricket Club have had an attempted break in of the garage at the recreation ground and have asked about ownership of the garage. It is believed that the Cricket Club own the garage, therefore they can make repairs or replace the door as they see fit.

Cllr Fogel raised that the Parish Council should encourage development of the club and support the club, where possible, in raising its profile in the village, particularly with regards to forming a junior team. The Parish Council were in favour of this. A further discussion will take place at VMC to consider how this can be achieved.

14.2 To agree the 2018/19 Annual Insurance Policy for Bramhope In Bloom

The Clerk recommended that the Annual Insurance Policy for Bramhope in Bloom should remain with the existing insurer who provides specialist insurance for Charities at a favourable rate. It was AGREED by ALL that the renewal should be accepted.

81/18

15. Finance And Administration Working Party

15.1 To Approve the payments as per the schedule for April 2018

There was one additional payment for Thistle Print for printing of the Festival leaflets. The payments schedule for April were PROPOSED by Cllr Fogel, SECONDED by Cllr Howard and AGREED by ALL.

15.2 To Approve the Petty Cash statement as per the schedule for April

The Schedule for April was PROPOSED by Cllr Fox, SECONDED by Cllr Bryant and AGREED by ALL.

82/18

16. Communications Working Party Report

16.1 To receive an update regarding GDPR regulations and actions required.

Several of the actions required for the implementation of the new GDPR regulations in May have been actioned including the purchase of a shredder, new IT software, data audit, commencement of writing various policies and procedures. Further work will be undertaken by the Clerk following attendance on a training event next week.

The Clerk has also received a communication from YLCA indicating that they are exploring providing a Data Protection Officer service. Any further details will be shared with the Parish Council as they are received.

16.2 Spring Newsletter

The Spring Newsletter has been received back from the printers and is being distributed over the coming days. The newsletter had an additional 4 pages for this edition. There was a small supplementary cost which was agreed as being acceptable.

16.3 Broadband Speeds

Cllr Howard reported that there had been an article in the Wharfedale the previous week regarding broadband speeds in Bramhope with an appeal from Ward Councillor, Cllr Anderson, asking Bramhope residents to contact him about broadband issues. As Cllr Howard is already in contact with the appropriate organisations regarding this, he will contact Cllr Anderson to ask him to share any information that he may have and suggest that Cllr Anderson keeps the Parish Council informed if he receives any new information regarding upgrade for Bramhope.

83/18

17. Cemetery Working Party Report

There was no Cemetery Working Party report.

84/18

18. Carlton Village Report

There was no Carlton Village report.

85/18

19. Leeds City Council Update

There was no Leeds City Council update.

86/18

20. Liaison Groups

20.1 Bramhope Village Hall

The work on replacing the roof has commenced and is progressing well. Cllr Harris attended a play at the Village Hall. Unfortunately there were only 14 audience members at the performance. A discussion took place regarding the Social Committee and the events that are staged at the Village Hall as an income stream. It was PROPOSED by Cllr Howard, seconded by Cllr Anslow and AGREED by ALL that as major funders of the Village Hall a copy of the agenda and minutes of Village Hall meetings should be requested from the Village Hall.

20.2 Bramhope Primary School

Bramhope Primary School has been considering turning into an academy school, joining with Prince Henry's in a multi-academy trust. Consultation letters have been sent to parents and staff. The benefit of academy status will be to free up more time for the Head as there will be shared resources for such things as building maintenance etc. There would be no visible change for the children in the day to day running of the school. A further benefit would be that the school would become a feeder school for PHGS. This year there has been an issue with children not being awarded places at PHGS unless they already have a sibling at the school.

20.3 Leeds/Bradford Airport.

The Leeds Bradford Consultative Committee was held on 29th March. There was no new information regarding the relief road. Whitehouse Lane, part of Victoria Avenue and the roundabout is proposed to become a Red Route Clearway. This has been requested by the airport for several years and has now been agreed to be proposed by LCC with support from the Police. This will remove congestion and improve the safe flow of traffic, reduce risk of terrorist attack from roads adjacent to the airport, ensure route is kept clear for emergency vehicles in line with regulatory requirements for airports and reduce the risk to pedestrians crossing Whitehouse Lane. In conjunction with the Clearway the one hour free parking for drop off and collection will be moved closer to the airport. Parkway Station is still firmly in LCC and WYCA plans by 2023 (the airport have asked for 2021). Rail services on the Harrogate Line will increase to 4 per hour when the station is in place. LBA is embarking on a new 5 year Noise Action Plan which is a mandatory requirement.

20.4 Parish Council Annual Charity

Cllr Harris has started fundraising for her sponsored table tennis event and has also opened a Just Giving page. Cllr Harris is also organising a raffle in aid of Cystic Fibrosis, with the prize being a knitted Paddington Bear, which had been made by family members of children with Cystic Fibrosis.

87/18

21. Parish Issues/Any other business

18.1 Cllr Haswell indicated that he has completed a drawing of a Bramhope Bus Shelter and asked if it could be discussed under any other business at the next Planning Committee Meeting on 26th April. This was agreed.

18.2 Cllr Harris asked if duplicates of various items from the archives could be displayed in the chapel and be sold for donations towards the up keep of the chapel. This was AGREED by ALL.

18.3 The Clerk asked if the old cemetery records from the Puritan Chapel could be sent for storage in a temperature controlled environment, following advice from a volunteer archivist. The Clerk will confirm the location of the archives for discussion at the next meeting.

67/18

22. To confirm the date of the next Full Council Meeting

The date of the next meeting will be Wednesday 23rd May 2018 at 7.30pm

The meeting closed at 9.55pm

Minutes by Nicola Woodward
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